UNIVERSIDADE LUSÍADA
LISBOA

Course Unit Program
WORK ANALYSIS AND DESIGN

Academic Year 2024/2025

1. Organic Unit

Faculty of Business and Economic Sciences

2. Course

HUMAN RESOURCE MANAGEMENT AND ORGANIZATIONAL ANALYSIS

3. Cycle

2nd

4. Course Unit

WORK ANALYSIS AND DESIGN (N3116)

5. Scientific Area

6. Curricular Year

1st

7. Type of Curricular Unit / Semester

2nd Semester

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8. Class type and workload (work time)

Practical classes:	0,00
Theoretical-Practical Classes	15,00
Tutorial Guidance:	20,00

9. ECTS Credits

7,50

10. Scientific Area Coordinator

11. Regent

Prof. Doutor JOÃO FERNANDO DE SOUSA MENDES

12. Assistants

13. Teaching Language

Portuguese

14. General Objectives

Equip master's students with skills that allow them to carry out an adequate analysis and design of jobs.

15. Specific Objectives

Provide master's students with knowledge that allows them to carry out the construction, analysis and description of jobs as well as understand the strategic role of this tool in a strategic context of HRM.

16. Skills to be acquired

Capabilities to describe, design and analyze jobs in different functional complexities.

Ability to relate ADT with the different HRM tools.

17. Teaching Methodology

Expository method of theoretical concepts, accompanied by tutorial guidance.

18. Course Unit Program

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1. The analysis and design of work in the strategic context of HRM.

2. Brief theoretical approach to ADT in the last century.

3. ADT and critical success factors in people management.

4. Analysis and description of jobs.

5. New working methods and the challenges of teleworking.

19. Assessment Methods

Delivery of an individual work (50%) and respective oral intervention (50%) for the purpose of continuous assessment.

Frequency/Exam.

20. Didactic Resources

Recommended bibliography and Power-point projection and texts for discussion.

21. Sustainability Objectives

Responsible consumption and production (replacing paper with digital media)

22. Keywords

Analysis, design, description, jobs.

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23. Main Bibliography

Author(s): Câmara, Pedro B.& al
Title: Humanator XII
Edition: Year: 2016
Local: Lisboa
Publisher: D. Quixote

Author(s): Chiavenato, Idalberto
Title: Recursos Humanos - O capital Humano das Organizações
Edition: 9ª Year: 2009
Local: São Paulo
Publisher: Elsevier Campus

Author(s): Chiavenato, Idalberto
Title: Administração - Teoria, processo e prática
Edition: Year: 2000
Local: São Paulo
Publisher: Nakron Books

24. Complementary Bibliography

Author(s): Almeisa, P e Al
Title: A era da competência-Novo paradigma para a GRH e Dir Trabalho
Edition: Year: 2004
Local: Lisboa
Publisher: Rh

Author(s): Cascão, F
Title: Entre a Gestão de Competências e a Gestão do Conhecimento
Edition: Year: 2004
Local: Lisboa
Publisher: Rh

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Ficha técnica MIP / MIP Datasheet	
Título / Title	Course Unit Program 'ANÁLISE E DESIGN DO TRABALHO': Academic Year 2024/2025
Autor / Author	Prof. Doutor JOÃO FERNANDO DE SOUSA MENDES
Classificação / Classification	-
Descritores / Descriptors	-
Colaborador(es) / Colaborator(s)	-
Data Hora / Date Time	
Formato de dados / Data Format	Texto / Text, PDF
Estatuto de utilização / Usage	Acesso público / Public Access
Relação / Relation	Version 1,0

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